

**Members Present:** Sloan, Kent, Petty

**Absent:**

**Others Present:** Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, M. Hardy

**Call to Order** –Ald. Sloan called the meeting to order at 7:00p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Kent to approve the minutes of November 23, 2021 and carried unanimously. Moved by Kent, seconded by Petty to approve the agenda noting that item “F”, the Strategic Plan is only approving the contract to provide the service, not the actual strategic plan. Motion carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council for approval of the accounts payable for **\$701,819.42**. Motion carried unanimously.
- b) **Baraboo Broadcasting Agreement** – Adm. Bradley noted that this is a repeat of last year’s contract. He would like to see this change and we are currently looking at different options for broadcasting the Council meetings and the possibility of going paperless for agendas. Because of current time restraints in reviewing alternative options, we are recommending a one year contract. Moved by Petty, seconded by Kent to recommend to Council the approval of a one-year agreement with Baraboo Broadcasting Corporation for \$25,000. Motion carried unanimously.
- c) **Abby Vans** – J. Ostrander explained that because the City owns the vans, we are required to annually renew the vehicle lease with Abby Vans. There are no changes to the lease for 2022. Moved by Petty, seconded by Kent to recommend to Council extending the current vehicle lease with Abby Vans for 2022. Motion carried unanimously.
- d) **City’s COVID-19 Policy** – Adm. Bradley explained that we have received a request to reevaluate the COVID policy in regards to the mask requirement for committee and Council members. We were asked to reconsider the mask requirement based on medical and religious exemptions. The committee discussed the current COVID-19 policy, to include whether attending remotely is a reasonable accommodation and who would determine the medical and/or religious exemption. Moved by Petty, seconded by Kent to postpone this item to the January 10<sup>th</sup>, 2022 Finance/Personnel Committee meeting for review. Motion carried unanimously.
- e) **Comprehensive Outdoor Recreation Plan** – M. Hardy presented the Comprehensive Strategic Plan. Ald. Petty acknowledges the wonderful, well-kept parks that Baraboo has and the committee appreciates all of the work done by staff. Moved by Petty, seconded by Kent to recommend to Council to approve the 2022-2026 Comprehensive Outdoor Recreation Plan. Motion carried unanimously.
- f) **Strategic Plan** – Adm. Bradley explained that this is something that Jenny Erickson was planning to do; however, with Jenny accepting another position with the Extension, we were looking for other options. Our top priority for the strategic plan is an effort to focus on the fiscal situation; this will be our main issue for the next 5 years. Two bids were received, one from ICMA for \$22,000 and one from Redevelopment Resources, LLC for \$14,405. Because Redevelopment Resources already has the contract for the EDA grant, this will roll right into the strategic plan as well as the comp plan. Ultimately, when this is all done, the City will have a comprehensive plan. The first step of this phase is the economic development plan; ultimately this will flow into the strategic plan followed by a growth plan. Moved by Petty, seconded by Kent to recommend to Council approving the agreement with Redevelopment Resources, LLC in the amount of \$14,405. Motion carried unanimously.

- g) **Intent to Borrow** – J. Ostrander noted this is an outline for TIF #12 borrowing, both long term and short term basis. The IRS requires public notice within 90 days of the expenditure of funds that you intend to reimburse yourself with tax exempt bond issuance. We are now incurring costs that will be bondable. Motion by Kent, seconded by Petty to recommend approving the Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for TID #12. Motion carried unanimously.
- h) **Energy Innovation Grant** – Mayor Nelson was made aware of grants that are available from the Public Service Commission through their energy innovation. This is available every 2 years and the application is due January 14, 2022. They offer three categories; renewable energy, energy storage peak demand management system, comprehensive management plan process. We would use these funds to get some professional assistance in coming up with some achievable, effective goals in what we might be able to do in terms of energy planning, energy savings, renewal energy installation, etc. Tonight's approval is simply endorsement for investing the effort in putting the grant together. If a grant is awarded, it would come back to Finance for acceptance of the grant terms. Motion by Kent, seconded by Petty to authorize the Mayor to submit an Energy Innovation Grant Program application for no more than \$50,000. Motion carried unanimously.

**Adjournment** – Moved by Petty, seconded by Kent and carried to adjourn at 8:38pm.  
Brenda Zeman, City Clerk